

**UDOT USE ONLY**

Date: \_\_\_\_\_

Approved: ☐ Yes ☐ No

By: \_\_\_\_\_

**BROKER/CLIENT REGISTRATION FORM**Date: \_\_\_\_\_ Auction Date **November 16, 2017**

*The Utah Department of Transportation is authorized to pay commissions or finders fees to Utah licensed real estate brokers who are the procuring cause of a sale transaction on surplus property. In order to be eligible for Payment of a commission or finder's fee on a particular property, brokers must register their clients with the Utah Department of Transportation by completing the following form and submitting it for approval prior to the transaction.*

Surplus Property Address	<b>1156 West 500 South</b>	City	<b>West Bountiful</b>				
Pin	<b>4178</b>	Project	<b>STP-0068(16)68</b>				
Parcel	<b>5:STAQ</b>	Sq. Ft	<b>73,833</b>	Acres	<b>1.695</b>	Tax ID	<b>06-075-0111</b>
	<b>5B:STAQ</b>		<b>63,783</b>		<b>1.464</b>		<b>06-075-0087</b>
	<b>5D:TQ</b>		<b>11,302</b>		<b>0.260</b>		<b>06-075-0085</b>

Name of Broker \_\_\_\_\_

Company Name \_\_\_\_\_

Person in charge of \_\_\_\_\_

Accounts Receivable \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Name of Agent who is representing client \_\_\_\_\_

Agent Phone \_\_\_\_\_

Agent Email \_\_\_\_\_

*I represent the below listed client. If the client purchases the above-described property from the Utah Department of Transportation, I will be entitled to a finder's fee equal to not more than (3%) of the total sales price, payable by the Utah Department of Transportation.*

\_\_\_\_\_  
Signature of Authorized Broker\_\_\_\_\_  
Date

Name of Client \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

*I have agreed to be represented by the above listed broker in seeking a purchase of the property listed above.*

\_\_\_\_\_  
Signature of Client\_\_\_\_\_  
Date

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## BROKERS

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### Finder's Fees - Terms

A finder's fee of up to three percent (3%) of the final selling price may be payable to a real estate broker upon the following terms.

1. The broker must be licensed in the State of Utah. Real estate agents may represent clients at auction; however, **payment will be made only to licensed Utah brokers.**
2. The **signed** Broker-Client Registration Form **must be received at the Utah Department of Transportation no later than 5:00 p.m. two (2) days before the auction** is to be held for the identified property.
  - a. The form must be signed by both the broker and the client and must list the property name the client intends to purchase. **A finder's fee will not be paid for property not identified on the form.**
3. The broker **must submit an invoice** to the Utah Department of Transportation for the finder's fee being claimed.
  - a. The invoice must identify the **Property Address, Sale Amount** and UDOT's corresponding **Pin, Project** and **Parcel Number(s)**.
  - b. The invoice shall be submitted **five (5) business** days from the date of the auction to:

**Right of Way Division**  
Attn: Shirleen Hancock  
4501 South 2700 West, Box 148420  
Salt Lake City, Utah 84114-8420

**If you prefer to email, please send the invoice to:**  
[Shirleenhancock@utah.gov](mailto:Shirleenhancock@utah.gov)

**Utah Department of Transportation**  
Right of Way Division • Property Management  
4501 South 2700 West • P.O. Box 148420 • Salt Lake City • Utah • 84114-8420  
[www.udot.utah.gov/go/propertymanagement](http://www.udot.utah.gov/go/propertymanagement)